**BOARD MEETING**
Monday, October 19, 2015
1:00 p.m.
Clallam Transit System (CTS)
830 West Lauridsen Boulevard
Port Angeles, Washington 98363

**A G E N D A**

I. Call to Order – Chairman Bryon Monohon
II. Introduction of Guests and/or Additional Items for the Agenda
III. Public Comment
IV. Presentation: Commendation to Finance Manager Melinda Smithson: "Employee of the Quarter" – Third Quarter 2015
V. Correspondence:

A. CTS Letter to Serenity House: Commitment to Funding Renewal Grant – October 14, 2015
B. CTS Memorandum of Commendation to Paratransit Division: Professional Conduct – October 12, 2015
C. Small & Mid-sized Transit Alliance (SMTA) Letter to U.S. Department of Transportation: Federal Transit Administration (FTA) Safety Notice of Proposed Rulemaking – October 9, 2015
D. CTS Memorandums of Commendation – Customer Service

1. Paratransit Operator Kim Myhres – October 8, 2015
2. Paratransit Operator Michael Mazzei – October 8, 2015
3. Paratransit Operator Tom Spradlin – October 8, 2015
4. Paratransit Customer Service Representative Kyle Parrish – October 8, 2015
5. Paratransit Customer Service Representative Grace Johnson – October 8, 2015

E. Voices for Veterans Card of Appreciation: Port Angeles Veterans Stand Down – October 9, 2015
F. Karin Stout and Jerry Austin Card of Appreciation: Paratransit Division – October 2015

VI. CTS Monthly Financial Statements Review
VII. Consent Agenda:

A. **Approval of the Minutes** of the September 21, 2015, Board Meeting
B. **Acceptance of Payment Listing for Board Approval** for September 2015
C. **Resolution to Commend** Finance Manager Melinda Smithson as the "Employee of the Quarter" – Third Quarter 2015

VIII. For Board Action:

A. Update of Service Change Policy – Resolution
B. Discussion on Setting Date for Special Public Meeting for Annual Transit Board Budget Workshop and Authorization of Publication of Legal Notice
C. Authorization for General Manager for Procurements Related to Completion of Owl Creek Pedestrian Underpass Project – Resolution
D. Authorization for General Manager for Procurements Related to Approved Sales Tax Equalization Funding – Resolution

IX. For Board Discussion and Information:

A. Items of Interest:

1. Status Update: 35-year Service Anniversary Celebration
2. Status Update: 2015 Summer Youth Bus Pass Program
3. Status Update: Contract Award for 2015-2017 Washington State Department of Transportation (WSDOT) Consolidated Grant Program
4. Status Update: 2015 Port Angeles Veterans Stand Down
5. Status Update: Highway 101 Project – Olympic National Park
6. Status Update: Washington State Transit Association (WSTA) Staffing Changes

B. Staff Reports:

1. Operations Department Report
2. News Release:

a. Veteran's Day Public Transit Bus Service
b. Transit Officials Kick-off Celebration Week Festivities
c. Clallam Transit System Celebrates 35 Years of Public Transit Service

3. Other Reports

C. Board Open Discussion

X. Executive Session: None.
XI. Adjourn

Next meeting: Monday, November 16, 2015, at 1:00 p.m. in the Conference Room, Clallam Transit System, 830 West Lauridsen Boulevard, Port Angeles, Washington.